

**To:** Bielenberg, Ben[Bielenberg.Ben@epa.gov]; Portillos, Christine[Portillos.Christine@epa.gov]  
**Cc:** Seabrook, Esther[seabrook.esther@epa.gov]  
**From:** Kercado, Carlos  
**Sent:** Fri 8/14/2015 12:43:19 PM  
**Subject:** RE: Gold King Mine Response Guidance

Hi Ben/Christine,

Dave Kluesner's TA is awaiting to be funded and since it has a non-refundable ticket, we need to have it funded by noon today. So based on the guidance below, we will use a Region 2 travel account with NO special code/ID to track this response as there is no guidance on this yet. **Can you please confirm this or let me know if I missed something so we can fund the TA?**

I will be out today, please keep Esther Seabrook in the loop.

Thanks.

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**Carlos Kercado**

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**From:** Bielenberg, Ben  
**Sent:** Thursday, August 13, 2015 5:13 PM  
**To:** Doucette, Judi; Kercado, Carlos; White, Lisa; Phillips, John; Milbeck, Regina; Ferguson, Ralph; Wood, David; Lee, Barbara; Brown, Cynthia  
**Cc:** Portillos, Christine  
**Subject:** Gold King Mine Response Guidance

All,

I wanted to recap the call we had with OSWER and the resource discussion afterwards and make sure we are on the same page...or at least getting closer to the same page.

Moving forward...

- Home Regions will cover base pay for anyone deployed or working on the Gold King Mine Response. Additional payroll dollars are being requested.
- Requesting Regions (i.e. R8 requesting support from R9) will pay OT costs associated with Response. Additional OT payroll dollars are being requested.
- Travel should be covered by the home office and if they are unable to cover the costs Requesting Region will assist. Additional Travel dollars are being requested.
- SSID – OSWER guidance is to use a single SSID, however, this may not be possible if SEMS does not allow. Checking on this...
- R6, 8 and 9 will breakout payroll vs OT to submit to HQ asap.
- OSWER/OCFO will be distributing guidance tomorrow am.
- OSWER/OCFO will be looking at all DC6 funds Agency-wide to assist.

Thank you Lisa for your excerpt from the papal visit guidance (I've pasted below again)

If I missed anything or made a mistakes please reply.

Thank you all.

Ben

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Following is an example demonstrating how Regions 4 and 5 can expend their payroll dollars to charge regular time to the Papal Site Account and Region 3's payroll dollars to charge overtime. The difference is the ORG CODE in the site account built in their PPL favorites.

Region 3 Account for Overtime -

2015 T 03W 303DC6 A34ARS00 – Papal Visit.

Region 4 or 5 Account for Regular Time –

2015 T 04D??? 303DC6 A34ARS00 – Papal Visit.

Regions 4 & 5 build both accounts in the employees PPL favorites.

Following is a screen shot as an example of the timecard in PPL (regular time charged to R4 and overtime charged to R3). It's just an example, the ORG Codes, etc. could be different.

https://peopleplus.epa.gov/psp/ots09prd/EMPLOYEE/HRMS/c/ROLE\_EMPLOYEE.TL\_MSS\_EE\_SPL/ US EPA One EPA Workplace PeopleSoft 8 session expired

File Edit View Favorites Tools Help

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PeopleTools

8/2015 is for a future period.

ata in the following table.  
re needed, press the "Add a New Line" pushbutton.

Last From Sunday 08/09/2015 to Saturday 08/15/2015

Thu 8/13	Fri 8/14	Sat 8/15	Sun 8/16	Mon 8/17	Tue 8/18	Wed 8/19	Thu 8/20	Fri 8/21	Sat 8/22	Time	Row	Reporting	Short	Description	Account Index	Account Code Desc	
9.00				9.00	9.00	9.00		8.00		71.00	REGHR	Basic Pay					
							9.00			9.00	REGHR	Basic Pay	583756			NSSE PLANNING-P REMOVAL ASSESS	
							5.00			5.00	OTINS	Overtime	582733			NSSE PLANNING-P REMOVAL ASSESS	
										Period Total:	FAN Total:						
9.00	0.00	0.00	0.00	9.00	9.00	9.00	14.00	8.00	0.00	85.00	71.00						

Verify and Submit?

Schedule Calc Timecard Previous Period Next Period

Ben Bielenberg

Director, Comptroller

Fiscal Management and Planning Program

Office of Technical and Management Services

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